



U.S. Department of Justice

Federal Bureau of Investigation

Washington, D.C. 20535

November 27, 2018

Ms. Emma Best
MuckRock
Dept MR 30882
411A Highland Avenue
Somerville, MA 02144-2516

FOIPA Request No.: 1363461-001
Subject: Kirchwey, Freda

Dear Ms. Best:

Reference is made to your Freedom of Information Act (FOIA) request for FBI records concerning Freda Kirchwey. You were notified by email dated August 15, 2017 that the FBI located approximately 1,734 pages of potentially responsive documents. Requests are processed in the order in which they are received through our multi-track processing system, and the FBI receives a voluminous amount of requests on a daily, weekly, monthly, and annual basis.

Requests are divided into two primary tracks--simple (under 50 pages of potentially responsive documents) and complex (over 50 pages of potentially responsive documents). Complex requests are further divided into medium (51-950 pages), large (951-8000 pages), and extra-large (over 8000 pages) sub-tracks based upon request size.

Simple track requests typically require the least amount of time to process. The more potentially responsive pages a request has, the more complex it becomes, greatly increasing the time required for processing. Generally, the larger the file, the longer it takes to process.

A review of your request determined it is currently in the large-track. The FBI followed up with two more emails dated August 21 and August 25, 2018 to see if there might be a way to possibly narrow the scope. As no response has been received, please telephone my representative at 540-868-4894 or email fbi.foipa.negotiation@fbi.gov to confirm your interest in receiving this material. If a response is not received within 30 days of the date of this letter, your request will be administratively closed.

You may file an appeal by writing to the Director, Office of Information Policy (OIP), United States Department of Justice, Suite 11050, 1425 New York Avenue, NW, Washington, D.C. 20530-0001, or you may submit an appeal through OIP's FOIA online portal by creating an account on the following web site: <https://foiaonline.regulations.gov/foia/action/public/home>. Your appeal must be postmarked or electronically transmitted within ninety (90) days from the date of this letter in order to be considered timely. If you submit your appeal by mail, both the letter and the envelope should be clearly marked "Freedom of Information Act Appeal." Please cite the FOIPA Request Number assigned to your request so that it may be easily identified.

You may seek dispute resolution services by contacting the Office of Government Information Services (OGIS) at 877-684-6448, or by emailing ogis@nara.gov. Alternatively, you may contact the FBI's FOIA Public Liaison by emailing foipaquestions@fbi.gov. If you submit your dispute resolution correspondence by email, the subject heading should clearly state "Dispute Resolution Services." Please also cite the FOIPA Request Number assigned to your request so that it may be easily identified.

Sincerely,

A handwritten signature in black ink, appearing to read "D. Hardy", with a stylized flourish at the end.

David M. Hardy
Section Chief
Record/Information
Dissemination Section
Information Management Division